

# **CITY OF REDMOND ARTS COMMISSION**

## **MINUTES**

### **June 8, 2006**

### **City Hall Council Chambers**

*"Voice the views of the community to Mayor and City Council in reference to all cultural endeavors"*

**COMMISSIONERS PRESENT:** Chairperson Roy Leban (arrived 7:05), Vice Chair Tom Flynn, Jill Krusinski, Eva Moon, Lisa Shine, Kamal Siegel, John Stilin, Latha Sambamurti, Kay Tarapolsi

**ABSENT AND EXCUSED:** Sandra Bettencourt, Recreation Program Manager

**STAFF PRESENT:** Melna Skillingstead, Arts Administrator; Dorie Lysaght, Recording Secretary

**GUESTS PRESENT:** None

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## **AGENDA**

**Note: Bold/italic text denotes Staff and Commissioner follow-up resulting from this meeting.**

### **I. CALL TO ORDER**

Vice Chair Tom Flynn called to order the regular meeting of the Redmond Arts Commission (RAC) at 7:00 p.m. at the City Hall Council chambers.

### **II. APPROVAL OF MINUTES**

The Redmond Arts Commission (RAC) minutes of May 11, 2006 were approved with the following amendments:

- Page 1, heading: change “Old Redmond Schoolhouse Community Center” to “Redmond Senior Center”.
- Page 1, I: change “7:04” to “6:04” and “Old Redmond Schoolhouse Community Center” to “Redmond Senior Center”.
- Page 3, VI. D. second paragraph, fifth sentence: change to read “Tarapolsi mentioned previous RAC suggestions...”

**Motion for approval of the RAC minutes of May 11, 2006 as amended by:**

Commissioner Kay Tarapolsi

**Second by:** Commissioner John Stilin

**Motion carried:** 8-0 unanimous

### **III. ADDITIONS TO AGENDA**

#### V. General RAC Business:

- H. Redmond Artists – Eva Moon
- I. Eastside Arts Coalition – Kay Tarapolsi
- J. Redmond Chamber of Commerce – Kay Tarapolsi

#### IX. Performing / Literary Arts:

- C. Poet Laureate and Hugo House Updates – Tom Flynn

### **IV. ITEMS FROM THE AUDIENCE**

None.

### **V. GENERAL RAC BUSINESS**

#### **A. Chair/Vice Chair Report**

Leban suggested that commissioners try to leverage their time for maximum benefit to the RAC.

Flynn congratulated the commissioners for their work on the strategic plan and thanked them all for contributing to the meetings. He felt that the work was a great start to the strategic plan.

#### **B. RAC Terms letter to Mayor-Review**

Leban distributed the letter for the Mayor about RAC commissioner terms and asked for opinions from the commissioners. Stilin asked about the section detailing suggestions. He felt that the purpose of the letter was to make the transitions at the end of commissioner terms smoother and that the large number of suggestions confused that purpose. He mentioned that a letter to the individual commissioners several months before the end of their term would solve the problem.

Leban suggested that another commissioner edit the letter further and ***Krusinski volunteered to do the editing and bring the letter to the July meeting.***

#### **C. Per Capita budget update and review & Budget status and reports**

Skillingstead distributed the 2006 Expense Log and the 2006 Revenue Log with the current status of the accounts to the RAC. She also passed around a copy of the detailed logs with the backup details. She explained that she will bring an updated copy of both logs to each RAC meeting. Stilin asked her to add a budgeted revenue column to the Revenue Log to track the amounts coming in and what is expected.

Skillingstead also distributed the 2005 Budget Balance Sheet and the 2006 Budget Balance Sheet. Lebanon asked for some corrections to the figures. Stilin suggested that the RAC use the figures to more accurately budget for the future.

Skillingstead agreed that the RAC should use the 2005-06 and 2003-04 sheets when setting the 2007-08 budget. Stilin asked Skillingstead to add a column showing the percentage spent in each category. Tarapolsi suggested creating a budget sheet that tracks two years to reflect the budget cycle. Leban mentioned that the 2006 report would improve if the 2005 Balance Forward column was moved to the left side. *Stilin volunteered to meet with staff to further fine tune the spreadsheets.*

Skillingstead included the % for Art report in her distributed budgets. She explained that the money could be spent on future projects. Leban asked Skillingstead to email the commissioners a copy of the % for Art ordinance for more information. He suggested that the RAC look for outside funding for additional funding for larger projects.

Skillingstead will bring the updated 2005 Budget Balance Sheet and the 2006 Budget Balance Sheet to the July meeting.

#### **D. Accept 2006 Arts Awards**

The RAC viewed the 2006 Arts Awards by Marita Dingus. Leban suggested that the artist redo the label on the City of Redmond award to include the word “recipients” or have a break before the listings. The other commissioners felt that wasn’t necessary.

**Motion to accept the 2006 Arts Awards as they stand by:** Commissioner Kay Tarapolsi

**Second by:** Commissioner Eva Moon

**Motion carried:** 9-0 unanimous

#### **E. Cultural Congress Report**

Tarapolsi reported that she and Shine attended the Cultural Congress in Leavenworth. Shine indicated that it was very helpful for her as a new commissioner, especially with many sessions concentrating on strategic planning. Tarapolsi said the best part for her was networking with granting organizations. She recommended that other commissioners consider attending the full three day conference next year.

#### **F. Strategic Plan Follow up**

Leban stated that the RAC needs to move forward with the strategic planning process and asked how the commissioners would like to allocate the time and the work and how they would like to prioritize the goals. Tarapolsi suggested bringing the consultant back for another session to continue on the roles & responsibilities section. Skillingstead confirmed that there was enough money for another session and that it was just a matter of scheduling. It was decided to move the July meeting to 6-7pm to allow for strategic planning from 7-10pm.

*Skillingstead will check with the consultant, Jim Reid, to see if he is available at that time.*

Flynn felt that the details Reid sent in his letter to the RAC outlined some good next steps for the strategic planning process. Leban suggested that in order to set priorities, the commissioners give each of the goals a rating from 1 to 10, with 10 being the most important. Stilin asked if the ratings should wait until after the meeting with Reid and Skillingstead pointed out that the RAC has a joint meeting with the City Council scheduled for September 26 to discuss the strategic plan. Leban suggested that the commissioners edit the wording of the Values and Vision 2012 sections for the July or August meeting (whichever meeting is not used for meeting with Reid). For the meeting with Reid, the priorities will be 1) defining roles & responsibilities, 2) setting a committee structure, and 3) determining how to move forward on the goals.

#### **G. Park Bond Update**

Skillingstead reported that because the levy lid lift did not pass, the park bond will not be going forward in November. The RAC is still invited to submit input for future park bond issues. She suggested having another joint meeting with the Park Board for discussion.

#### **H. Redmond Artists**

Moon suggested compiling a list of artists and arts organizations in Redmond as a resource for the RAC. She volunteered to create the list. Skillingstead agreed that it would be helpful, especially for the Handbook. Leban mentioned that the list would also be useful for the updated RAC website and suggested that Moon pass the list on to staff when it is completed for maintenance.

#### **I. Eastside Arts Coalition**

Tarapolsi reported that there had been two Eastside Arts Coalition meetings held in Redmond and the last meeting would be held on June 27 from 9:15 to 10:45am. She asked commissioners to attend.

#### **J. Redmond Chamber of Commerce**

Tarapolsi pointed out that the RAC was not mentioned as an organization in the latest Redmond Chamber of Commerce guide. *Skillingstead will contact the Chamber to find out how to get the information included.*

### **VI. VISUAL ARTS**

#### **A. Historical Society Mural Proposal**

Leban reported that the Redmond Historical Society was considering creating murals similar to those in Anacortes. He asked the commissioners to view the website listed in the Visual Arts Committee minutes for further discussion at a future meeting.

## **VII. ARTS EDUCATION/GRANTS**

### **A. Grant Recommendation: Arts Ed: SecondStory Repertory**

Stilin requested that a section be added to the Grant Recommendation sheets with information on why the Grant Committee recommends money be granted to give the commissioners who are not on the Grant Committee more information.

Leban suggested that the voting on the SecondStory Repertory grant application be moved to the July meeting because not all commissioners had copies of the recommendation.

### **B. 6<sup>th</sup> Day Dance Grant Final Report**

Leban commented that he felt the RAC did not get its moneys worth on the 6<sup>th</sup> Day Dance program because there were only 14 students served for the \$1,200 granted. He suggested that the RAC needs to change the grant program perhaps by adjusting the criteria or by approaching specific organizations about submitting grant proposals. Tarapolsi stated that she had approached organizations several years ago and it did not result in more applications. Leban asked that the commissioners continue to brainstorm about how to improve the grant program. *Skillingstead volunteered to send the current grant application form to each commissioner as requested by Tarapolsi.*

## **VIII. PERFORMING/LITERARY ARTS**

### **A. Site Specific Performances Update**

Sambamurti and Skillingstead met with the three Site Specific Performance candidate artists last month. They will next meet with 4Culture to discuss funding, scheduling and staffing.

### **B. Arts in the Parks Update**

Sambamurti announced that the Arts in the Parks series will be kicked off on June 20 at 7:30pm at the City Council Chambers. The RAC will be marching with the Northwest Junior Pipe Band in the Derby Days Parade on July 8. There will be another eleven free performances at Anderson Park, Microsoft and Redmond Town Center.

### **C. Poet Laureate and Hugo House Updates**

Flynn reported that both the Poet Laureate and Hugo House programs were put on the back burner because of concerns about staff time and the programs meeting with RAC goals. Hugo House will be working with the Senior Center to put on a program in the winter.

## **IX. GENERAL NEW BUSINESS**

Tarapolsi announced that Eva Moon will be performing her “Deal With It Cabaret” on Friday, July 14 from 8-10pm at Victor’s Coffee in Redmond. The performance is free.

**X. MOTION TO ADJOURN**

**Motion to adjourn by:** Commissioner Kay Tarapolsi

**Second by:** Commissioner Latha Sambamurti

**Motion carried:** 9-0 unanimous

The meeting adjourned at 9:25 p.m.

Minutes prepared by Recording Secretary, Dorie Lysaght

**NEXT REDMOND ARTS COMMISSION MEETING:  
July 13, 2006  
Redmond Senior Center  
6:00 p.m.**

# **Redmond Arts Commission**

## **Meeting: June 8, 2006**

## **Audience Present**

Please note: Information provided at this public meeting becomes part of the City's permanent record.